

GRADUATION CELEBRATION COMMITTEE POSITION DESCRIPTIONS

(Vacancies to be filled for 2024-2025 party)

Event Chair – Oversees all activities, coordinates efforts/subcommittees for the event, plans meetings, and attends the event.

Publicity Chair – Makes the community aware of the event by sharing information through social media, drafting parent mailings, updating the website, placing articles in newspaper, etc.

Volunteer Chair – Gets parents and others involved in helping with all aspects of the event by recruiting and organizing the volunteers.

Pre-Party Chair – Coordinates the 1.5-hour pre-party at the Civic Center, which includes simple food and decorations, a few activities, and set-up/clean-up.

Fundraising – Works with the community to secure funding and other donations to help ensure that the party can be offered for free to all graduating seniors.

High School Liaison – Works with high school staff, especially the vice principal for the senior class, to keep staff and students updated about the event. The liaison (or designee) would represent the event at senior high school events so that the event can be publicized to students and parents.

If have any questions or would like to volunteer for one of these roles, please contact Debbie Magill at ORHSGraduationCelebration@gmail.com or Angie Palau at donations@graduationcelebration.org as soon as possible! We would love to have you on board next year to help with this Oak Ridge High School tradition!